



Faculty Bulletin #6 – 12/12/05

Dear Faculty Advisors:



Just a quick reminder: Please register and have your students register. NOTE: **Late fees will apply for those registering after December 16th.** If you do not have the actual names of the students, just type in the gender of those you are planning on bringing to the conference. For instance: If you are bringing 3 males and 3 females, type in fictitious names of 3 males and 3 females. You can go in and adjust the names at a later date, but in order to avoid paying late fees, you MUST register by December 16th.



Member Institutions:

Students

Date – December 16, 2005	\$40.00/ student
After December 16	\$60.00/ student

Faculty Advisors

Date – December 16, 2005	\$50.00
After December 16	\$70.00

Poster Fee Registration

Date – December 16, 2005	\$150.00
After December 16	\$200.00



NASA

Please note that all monies or money orders are to be made payable to: **National Institute of Aerospace** for conference fee and poster session. These monies **MUST** be in our office or postmarked by December 16, 2005. Otherwise the \$50.00 penalty per institution will be deducted from monies owing to the institution for travel reimbursement.

***Member institutions that are bringing additional faculty, you are to register them as non-members (see non-member rates below).

NON-MEMBER INSTITUTIONS

Non-member institutions (those that have never participated in the conferences) may attend, but must assume the costs for travel and hotel:

STUDENTS & FACULTY

Until December 16 -	\$200.00 Full Conference (Feb 16 –18/06 includes meals and conference bag)
	\$150.00 - (Feb. 17 – 18/06, includes meals and conference bag)
	\$100.00 - (Feb. 18/06, includes meals and conference bag)

If you need to make any changes to your registration, follow the instructions below:

Go to: <http://www.umes.edu/nasaproject/registration.html>

Click on “Student”

Click on the name of your university

Click on the name of the student

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Preparing tomorrow's K-8 teachers in math, science, and technology

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IMPORTANT: As the hotel registration website is still not available, the Hilton has agreed to register you. Please forward your rooming lists, being very specific who will share rooms, as well as a credit card number to: csurace@hiltonalexandriamc.com

Cara will supervise the entering of the data and send the confirmations to you.

For those who wish to wait to register themselves, we hope to have the site available by the end of this week.

Couple of other items:

- If any of you have items that we can include in the briefcases, or use as prizes, please contact me or Gresha Lewis.
- We are considering open seating for Friday evening – using tickets and allowing students to sit where they wish. We want to know what you think....
n.s.friend@larc.nasa.gov
g.p.lewis@larc.nasa.gov

Thanks for your cooperation.

Sincerely,

Natalie Friend

Natalie Friend
Marketing Manager, PSTP